

FIRST NAME LAST NAME

Address · Phone

Email

OBJECTIVE

Briefly state your career objective, or summarize what makes you stand out. Use language from the job description as your key words.

EXPERIENCE

DATES FROM – TO

JOB TITLE, COMPANY, LOCATION

Describe your responsibilities and achievements in terms of impact and results. Use examples, but keep it short.

DATES FROM – TO

JOB TITLE, COMPANY, LOCATION

Describe your responsibilities and achievements in terms of impact and results. Use examples, but keep it short.

EDUCATION

MONTH YEAR

PAUL KANE HIGH SCHOOL, ST. ALBERT AB

- General Diploma, with Com Tech, Con Fab and Art
- Include awards, if any

VOLUNTEER

- List any volunteering activities you have participated in
- You can include participation in school clubs

ACTIVITIES/INTERESTS

Football, running, gardening, carpentry, computers

REFERENCES

Mr. Bill Turnham 780.459.4405 ext 336

Include 1-2 more references